OHIP NEGOTIATING COMMITTEE TERMS OF REFERENCE

Purpose

The OHIP Negotiating Committee will negotiate OHIP funded services and fees with the Government on behalf of OAO Members.

Accountability

The OHIP Negotiating Committee is established by and accountable to the Board of Directors.

Composition

The OHIP Negotiating Committee is appointed by the Board, in accordance with Policy 1-T of the Governance Policies.

Lead Negotiator

At the first meeting of the OHIP Negotiating Committee, Committee members shall by consensus elect from among themselves a Lead Negotiator who must be a member who has served on a previous OHIP Negotiating Committee. When selecting a Lead Negotiator, consideration should be given to the existing relationship of the Lead Negotiator with Government representatives, the ability to build consensus among the OHIP Negotiating Committee members, and the ability to effectively represent and advocate on behalf of OAO Members.

Responsibilities of the OHIP Negotiating Committee

The OHIP Negotiating Committee shall:

1. Negotiate OHIP funded services and fees with the Government on behalf of OAO Members, subject to OAO Member approval.
2. Undertake OAO Member consultation on potential substantial changes to the payment model for OHIP-insured services, in accordance with Policy 1-T of the Governance Policies.
3. Undertake due diligence to identify and support negotiation priorities, which may include a jurisdictional review, where appropriate.
4. Identify key negotiation priorities and present them to the Board for endorsement in advance of commencing Government negotiations.
5. Diligently pursue the best interest of OAO Members in all Government negotiations.
6. Perform such other functions as assigned or delegated by the Board.

Responsibilities of the OHIP Negotiating Committee Members

Each member of the OHIP Negotiating Committee shall:

1. Abide by the OAO Code of Conduct, Governance Policies, and the OHIP Negotiating Committee Terms of Reference.
2. Represent the OAO with professionalism, integrity, and respect.

3. Foster a collaborative environment within the Committee by actively listening to and considering each other's perspectives, ensuring all voices are heard and respected.

4. Arrive on time and be prepared for all OHIP Negotiating Committee meetings with the Government.

5. Respect the role of the Lead Negotiator.

6. Refrain from making negative and disparaging comments about processes, decisions, and other Committee members.

Attendance

The Lead Negotiator shall be present at every OHIP Negotiating Committee meeting with the Government.

Members of the OHIP Negotiating Committee shall attend all OHIP Negotiating Committee meetings with the Government unless:

(a) the Committee determines that it is in the OAO's strategic best interests for the Committee member not to attend; or

(b) there are extenuating circumstances preventing attendance, in which case the Committee member must promptly notify the Lead Negotiator.

Attendance at OHIP Negotiating Committee meetings with the Government shall be in person unless otherwise approved by the Lead Negotiator.

Decision Making

The OHIP Negotiating Committee shall strive to make all decisions by consensus. Where consensus cannot be reached, the Lead Negotiator may determine to put the matter to a vote and in such event, decisions shall be taken by a two-thirds vote in favour among the Committee members present.

The final settlement with the Government approved by the OHIP Negotiating Committee in accordance with these terms of reference shall be recommended by the OHIP Negotiating Committee to the Board and thereafter submitted to the OAO Members for approval, in accordance with Policy 1-T. The final settlement with the Government shall clearly state that it is subject to approval by the OAO Board and OAO Members.

Signing Authority

Minutes of settlement or any other document with the Government to be signed by the OHIP Negotiating Committee shall be executed by two of the President, Vice-President, or the CEO, unless otherwise directed by the Board.

Confidentiality

Members of the OHIP Negotiating Committee shall keep confidential matters brought before the Committee or brought to their attention in the course of their duties as members of the Committee, in accordance with Policy 1-D.

Documents and Record Keeping

The OHIP Negotiating Committee will keep record of notes, documents, and materials of whatever nature, including those in electronic format, prepared and/or exchanged during negotiations with the Government, and these records will be managed and maintained as directed by the Board.

Termination of the OHIP Negotiating Committee

Once the final settlement with the Government has been approved by the OAO Members, the OHIP Negotiating Committee shall cease to exist.

Evaluation

The Board will establish a process for the evaluation of the OHIP Negotiating Committee and the Lead Negotiator. Evaluation results shall be reported to the Board on an aggregate basis, and key learnings will be shared with future OHIP Negotiating Committees.